



**International Boundary and Water Commission
United States and Mexico
United States Section**

JOB OPPORTUNITY ANNOUNCEMENT

Re-advertisement

Position: Civil Engineer, GG-0810-05 or 07

(Candidates who applied under the previous announcement 06-46 will be considered under this announcement.)

Announcement Number: 06-53

Salary Range: \$32,755 - 49,929

Issue Date: July 28, 2006

Closing Date: Open until filled, First cut-off date: August 28, 2006

Area of Consideration: All United States Citizens (refer to Section 3 below regarding who may apply)

Section 1. POSITION BACKGROUND

Organization: Engineering Department
Engineering Service Division

Location: El Paso, Texas

FLSA: Non-exempt (GG 5 and 7 level only)

Position Potential: GG-12

Full Time: Yes

Bargaining Unit: Excluded

Position Duties. The incumbent serves as a Civil Engineer performing a limited scope of engineering assignments in the preparation of the full position potential. Duties consist of, but are not limited to, the following: developing, reviewing, and providing comments on construction drawings and specifications; developing and overseeing the development of plans and specifications for construction projects. In a training role, serves as contracting officer's representative and monitors construction phases as assigned. Performs other duties as assigned.

Working Conditions: The work is performed in an office setting which is adequately lighted, heated, and ventilated. The work involves exposure to variable weather conditions and exposure to open stream flows in the performance assigned duties. Special safety precautions are required when working around equipment and water.

Physical Effort: The office work is sedentary in nature. However, periodic field assignments require moderate physical exertion, including the following: Walking over rough or uneven terrain; prolonged or recurring periods of standing, stooping, bending, and climbing during the conduct of inspections/investigations; exposure to widely varying weather conditions; and often traveling to and from remote sites along the international border. Field duties require the incidental operation of a government motor vehicle.

Section 2. AGENCY INFORMATION

The USIBWC. The United States Section of the International Boundary and Water Commission United States and Mexico (USIBWC), is an international agency categorized as an independent bilateral organization within the federal government. There are various field offices located along the boundary with the headquarters office in El Paso, Texas. The USIBWC is responsible for providing environmentally-sensitive, timely and fiscally-responsible boundary and water services along the United States and Mexico border region while sustaining an atmosphere of binational cooperation and by being responsive to public concerns. You can obtain detailed information about the USIBWC by visiting our website: <http://www.ibwc.state.gov>.

Section 3. WHO MAY APPLY

Applications will be accepted from all United States citizens. Accommodations will be made for qualified applicants or employees with disabilities, except when doing so would pose an undue hardship on the employing agency. If you need reasonable accommodation for any part of the application and hiring process, notify the Human Resources Office at 1-800-262-8857 ext. 4752 or (915) 832-4752, or by email at lizlopez@ibwc.state.gov. You must meet all legal, and regulatory requirements as of the closing date of this announcement.

Section 4. QUALIFICATION REQUIREMENTS

Evaluation of Qualifications. If you meet basic eligibility requirements, your application will be subject to further evaluation to determine the degree that you possess the necessary knowledge, skills, abilities, and other characteristics needed to perform the duties of the position.

Education and/or Experience Requirements:

Grade 5 - The basic requirements listed below.

Grade 7 - One year of graduate level education, or superior academic achievement, or 1 year of specialized experience at least at the grade 5 level, in addition to the basic requirements listed below

Applicants must submit a copy of their college transcript or a list of college courses that includes hours and grades.

Specialized Experience. Experience that equipped the applicant with the particular knowledge, skills, and abilities to perform successfully the duties of the position, and that is typically in or related to the work of the position to be filled. To be creditable, specialized experience must have been equivalent to at least the next lower grade level in the normal line of progression for the occupation in the organization.

Basic Requirements:

A. Degree: professional engineering. To be acceptable, the curriculum must: (1) be in a school of engineering with at least one curriculum accredited by the Accreditation Board for Engineering and Technology (ABET) as a professional engineering curriculum; or (2) include differential and integral calculus and courses (more advanced than first-year physics and chemistry) in five of the following seven areas of engineering science or physics: (a) statics, dynamics; (b) strength of materials (stress-strain relationships); (c)

fluid mechanics, hydraulics; (d) thermodynamics; (e) electrical fields and circuits; (f) nature and properties of materials (relating particle and aggregate structure to properties); and (g) any other comparable area of fundamental engineering science or physics, such as optics, heat transfer, soil mechanics, or electronics; **Or**

B. Combination of education and experience--college-level education, training, and/or technical experience that furnished (1) a thorough knowledge of the physical and mathematical sciences underlying professional engineering, and (2) a good understanding, both theoretical and practical, of the engineering sciences and techniques and their applications to one of the branches of engineering. The adequacy of such background must be demonstrated by one of the following:

1. Professional registration--Current registration as a professional engineer by any State, the District of Columbia, Guam, or Puerto Rico. Absent other means of qualifying under this standard, those applicants who achieved such registration by means other than written test (e.g., State grandfather or eminence provisions) are eligible only for positions that are within or closely related to the specialty field of their registration. For example, an applicant who attains registration through a State Board's eminence provision as a manufacturing engineer typically would be rated eligible only for manufacturing engineering positions.

2. Written Test- Evidence of having successfully passed the Engineer-in-Training (EIT) examination, or the written test required for professional registration, which is administered by the Boards of Engineering Examiners in the various States, the District of Columbia, Guam, and Puerto Rico. Applicants who have passed the EIT examination and have completed all the requirements for either (a) a bachelor's degree in engineering technology (BET) from an accredited college or university that included 60 semester hours of courses in the physical, mathematical, and engineering sciences, or (b) a BET from a program accredited by the Accreditation Board for Engineering and Technology (ABET) may be rated eligible for certain engineering positions at GS-5. Eligibility is limited to positions that are within or closely related to the specialty field of the engineering technology program. Applicants for positions that involve highly technical research, development, or similar functions requiring an advanced level of competence in basic science must meet the basic requirements in paragraph A. Because of the diversity in kind and quality of BET programs, graduates of other BET programs are required to complete at least 1 year of additional education or highly technical work experience of such nature as to provide reasonable assurance of the possession of the knowledge, skills, and abilities required for professional engineering competence. The adequacy of this background must be demonstrated by passing the EIT examination.

3. Specified academic courses--Successful completion of at least 60 semester hours of courses in the physical, mathematical, and engineering sciences and in engineering that included the courses specified in the basic requirements. The courses must be fully acceptable toward meeting the requirements of a professional engineering curriculum as described in paragraph A.

4. Related curriculum--Successful completion of a curriculum leading to a bachelor's degree in engineering technology or in an appropriate professional field, e.g., physics, chemistry, architecture, computer science, mathematics, hydrology, or geology, may be accepted in lieu of a degree in engineering, provided the applicant has had at least 1 year of professional engineering experience acquired under professional engineering supervision and guidance. Ordinarily there should be either an established plan of intensive training to develop professional engineering competence, or several years of

prior professional engineering-type experience, e.g., in interdisciplinary positions. (The above examples of related curricula are not all-inclusive.)

You are **required** to respond to the evaluation factors listed below. On separate sheets of paper, **(A)** fully describe your experience in working with the element; **(B)** describe where and how you obtained your education/training in the element; and **(C)** describe the most complex issues with which you have dealt.

Evaluation Factors:

1. Knowledge of civil/structural engineering principles, methods, and techniques in order to carry out a limited range of developmental duties associated with the design, layout, and construction of facilities and structures such as industrial-type shops, residences, canals, dams, and other facilities.
2. Basic working knowledge of principles and practices of related engineering disciplines such as environmental, hydraulic, mechanical, and architectural engineering sufficient to identify areas of overlapping among such engineering disciplines.
3. Skill in written and oral communication. This includes technical writing in order to compose analytical reports and skill in oral communication sufficient to engage in negotiations, makes presentation, and participate in meetings.

Section 5. APPLICATION PROCEDURES

General Application Information. It is your responsibility to ensure the accuracy and completeness of your application. An incomplete application or one that is not completed in accordance with instructions found in this JOA will subject you to being found ineligible. It is the practice of the Human Resources Office not to contact an applicant for further information, documentation, or required materials. Do not submit letters of recommendation, training records, position descriptions, copies of awards, etc., unless they relate directly to the job for which applying. An individual concerned in examining an applicant for, or to a position in the agency may not receive or consider a recommendation of the applicant by a Senator or Representative, except as to the character or residence of the applicant. All material that you submit in response to this JOA will become part of the Promotion and Internal Placement Program files and will not be returned; therefore, be sure to make copies of your application material before submission. The USIBWC does not maintain an applicant supply file. The use of government property, the USIBWC internal mail distribution, or government franked envelopes to apply for a federal position is prohibited and subject to fines as prescribed by law.

Obtaining application forms. You may obtain forms needed to apply under this JOA by downloading them from the USIBWC's website at: <http://www.ibwc.state.gov> or by calling the Human Resources Office at 1-800-262-8857 ext. 4727 or 915-832-4727 to have the forms mailed or faxed to you. Due to heightened security measures, you should not request application forms in person at a USIBWC facility.

Submitting application forms. It is highly recommended that you mail your application to the following address:

USIBWC
Human Resources Office
4171 North Mesa, Building C, Suite 100

El Paso, Texas 79902

If mailed, your application must be postmarked by the closing date noted in this JOA. Applications submitted "online" (through the internet) or faxed are not accepted. Due to heightened security measures, the hand-delivery of applications to the USIBWC is discouraged. If hand-delivered, you must do the following: place the application in a sealed envelope; address the envelope to the USIBWC Human Resources Office annotating the date and time on the upper right hand corner; and leave the envelope with the security officer on duty. Neither the security officer nor the USIBWC will assume responsibility for misplaced or misdirected hand-delivered applications. A hand-delivered application must be received by the security officer by the closing date and not later than 3:00 p.m. MT.

Required Forms and Documents. You must submit all of the following forms and documents in order to be found eligible for consideration under this JOA:

1. Standard Form 171, Application for Federal Employment; OR Optional Form 612, Optional Application for Federal Employment; OR any other format such as a resume with the specific information required by Optional Form 510, Applying for a Federal Job;
2. Optional Form 306, Declaration for Federal Employment;
3. IBWC Form 336, Ability to Drive Safely;
4. A copy of your college transcript(s) or a list of college courses that include hours and grades.
5. If you are a Promotion, Reassignment, Reinstatement, or Transfer Eligible, you must submit the following:
 - a. Copy of Standard Form 50, Notice of Personnel Action, which reflects your eligibility (status); and
 - b. Copy of your most recent performance rating/evaluation.
6. If you are a Veteran eligible, you must submit the following:
 - a. Form DD-214, Proof of active military service, dates of service, and condition of discharge; and
 - b. If applicable, Standard Form 15, Application for 10-point Veteran Preference with required documentation.
7. If you are a Disability eligible, you must submit the following:
 - a. Certification from the appropriate State Vocational Rehabilitation Agency that you have the ability to perform the position duties, are physically qualified to do the work without risk to yourself or others, and are competent to maintain yourself in a work environment.
 - b. If you are veteran who is qualified for the position, you must have retired from active military service with a disability rating of 30 percent or more, or be rated by the Department of Veterans Affairs within the last year as having a compensable service - connected disability.

8. If you are a Surplus or Displaced Federal Employee, you must submit the following:
- a. A copy of the agency notice as proof that the requirements of 5 CFR 330.605 for CTAP and 5 CFR 330.704 for ICTAP are met; and
 - b. You must annotate your application to reflect that you are applying as CTAP or ICTAP eligible.

Optional Application Checklist. As you go through the process of completing your application, it is advisable that you use the following checklist to ensure your application is complete:

- ☐ Standard Form 171 or Optional Form 612 or a complete resume;
- ☐ Optional Form 306;
- ☐ Copy of Transcript(s) or list of college courses that includes hours and grades.
- ☐ Response to evaluation factors;
- ☐ IBWC Form 336;
- ☐ Copy of Standard Form 50 (if you are a Promotion, Reassignment, Reinstatement, or Transfer Eligible);
- ☐ Copy of your most recent performance rating/evaluation (if you are a Promotion, Reassignment, Reinstatement, or Transfer Eligible);
- ☐ Form DD-214 (if you are a Veteran Eligible);
- ☐ Standard Form 15 (if you are claiming 10-point Veteran Preference) with required documentation;
- ☐ A copy of the agency notice as proof that the requirements of 5 CFR 330.605 for CTAP and 5 CFR 330.704 for ICTAP are met (if applicable);
- ☐ Certification from the appropriate State Vocational Rehabilitation Agency (if applicable);
- ☐ Documentation provided by the Department of Veterans Affairs stating that you are retired from active duty service with a disability rating of 30 percent or more (if applicable).

Section 6. BASIS FOR RATING

The information you provide in your response to the evaluation factors will be heavily relied upon in the rating process.

For CTAP AND ICTAP, well-qualified means that the applicant meets the qualification standard and eligibility requirements for the position, meets minimum educational and experience requirements, meets all selective factors where applicable, and is able to satisfactorily perform the duties of the position upon entry.

Section 7. GENERAL INFORMATION FOR POTENTIAL CANDIDATES

Position Potential. If you are selected and the position is filled below the full performance level, you may be promoted without further competition until the full performance level is reached. Promotion is neither automatic nor guaranteed. Promotion will be based upon your supervisor's certification of your demonstrated ability to perform the duties of the higher graded position in a fully successful manner, as well as you meeting all other requirements for promotion. If there are intervening situations affecting the classification of the position between the time of advertisement and the time that promotion(s) may be due, the advertised promotion potential is void.

Appointment: This is an excepted service position. An interchange agreement between USIBWC and the United States Office Personnel Management permits employees of USIBWC who do not have tenure in the competitive civil service to move between the USIBWC's excepted service positions and other agencies' competitive service positions on a noncompetitive basis.

Conditions of Employment. If you are selected for the position, you must meet all of the following conditions of employment (failure to do so will result in termination of your employment):

1. Official college transcript(s) must be submitted within 30 days after selection.
2. You must possess a valid state driver's license; have a good driving record; and meet the requirements for the issuance of a federal government operator's license. Driving records will be checked.
3. Salary payments will be made by Electronic Funds Transfer (EFT), known as Direct Deposit.
4. A background check will occur once you have accepted the position. If, at any time during your employment, you are found to have knowingly provided incorrect information with the intention of defrauding or misleading the agency to gain employment, your employment with the agency will be terminated.

If you are a new appointee to the federal civil service, you will be subject to a one year trial period. If you are appointed under the Veterans Recruitment Authority, you will serve a two year trial period. The purpose of the trial period is to provide the agency an opportunity to evaluate your conduct and performance on the job in order to determine if your appointment to the civil service should become final. Until the trial period has been completed, you will continue to be considered an applicant for an appointment. The trial period thus is to be considered a part of the job candidate assessment process and your appointment can be terminated at any time during the trial period.

Relocation Expenses. Relocation expenses will not be paid by the U.S. Section.

Equal Opportunity Employer. The USIBWC is an Equal Opportunity Employer. Selection of a candidate shall be based on merit, potential, and job-related criteria and without discrimination because of race, color, religion, national origin, marital status, sex, age, non-disqualifying physical handicap, labor organization affiliation or non-affiliation, personal favoritism, sexual orientation, political affiliation, or any other non-merit factors.

Assistance. You may obtain additional information and assistance by contacting the Human Resources Office at 1-800-262-8857 ext. 4727 or 915-832-4727.

www.ibwc.state.gov